



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***MARCH 3, 2003
9:00 A.M.***

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call.

**THE COUNCIL MEETING WILL BE DECLARED IN RECESS TO BE
IMMEDIATELY RECONVENED IN THE EMERGENCY
OPERATIONS CENTER CONFERENCE ROOM, ROOM 159.**



COUNCIL WORK SESSION

MARCH 3, 2003

9:00 A.M.

ROOM 159

AGENDA

2. Items listed on the 2:00 p.m. Council docket requiring questions/discussion/clarification; and additions/deletions to the 2:00 p.m. docket. (25 minutes)
3. Topics for discussion by the Mayor and Members of Council. (15 minutes)
4. Briefings by City staff:
 - Traffic Calming Plans for Williamson Road, N. W. (20 minutes)
 - Leadership College (10 minutes)
 - Franklin Road Culvert (10 minutes)
 - The Fairacres property (15 minutes)
5. A communication from Mayor Ralph K. Smith requesting a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended.

P. 10



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***MARCH 3, 2003
2:00 P.M.***

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call.

The Invocation will be delivered by David Springer, Member, Bahai' Faith.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor Ralph K. Smith.

Welcome. Mayor Smith.

NOTICE:

Meetings of Roanoke City Council are televised live on RVTv Channel 3. Today's meeting will be replayed on Channel 3 on Thursday, March 6, 2003, at 7:00 p.m., and Saturday, March 8, 2003, at 4:00 p.m. Council meetings are now being offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

THE PUBLIC IS ADVISED THAT MEMBERS OF COUNCIL RECEIVE THE CITY COUNCIL AGENDA AND RELATED COMMUNICATIONS, REPORTS, ORDINANCES AND RESOLUTIONS, ETC., ON THE THURSDAY PRIOR TO THE COUNCIL MEETING TO PROVIDE SUFFICIENT TIME FOR REVIEW OF INFORMATION. CITIZENS WHO ARE INTERESTED IN OBTAINING A COPY OF ANY ITEM LISTED ON THE AGENDA MAY CONTACT THE CITY CLERK'S OFFICE, ROOM 456, NOEL C. TAYLOR MUNICIPAL BUILDING, 215 CHURCH AVENUE, S. W., OR CALL 853-2541.

THE CITY CLERK'S OFFICE NOW PROVIDES THE MAJORITY OF THE CITY COUNCIL AGENDA ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM, CLICK ON THE ROANOKE CITY COUNCIL ICON, CLICK ON MEETINGS AND AGENDAS, AND DOWNLOAD THE ADOBE ACROBAT SOFTWARE TO ACCESS THE AGENDA.

ALL PERSONS WISHING TO ADDRESS COUNCIL ARE REQUESTED TO REGISTER WITH THE STAFF ASSISTANT WHO IS LOCATED AT THE ENTRANCE TO THE COUNCIL CHAMBER. ON THE SAME AGENDA ITEM, ONE TO FOUR SPEAKERS WILL BE ALLOTTED FIVE MINUTES EACH, HOWEVER, IF THERE ARE MORE THAN FOUR SPEAKERS, EACH SPEAKER WILL BE ALLOTTED THREE MINUTES.

ANY PERSON WHO IS INTERESTED IN SERVING ON A CITY COUNCIL APPOINTED AUTHORITY, BOARD, COMMISSION OR COMMITTEE IS REQUESTED TO CONTACT THE CITY CLERK'S OFFICE AT 853-2541, OR ACCESS THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM, TO OBTAIN AN APPLICATION.

2. PRESENTATIONS AND ACKNOWLEDGMENTS:

Proclamation declaring the month of March 2003 as American Red Cross Month.

P. 11

3. CONSENT AGENDA

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

- C-1 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 17, 2003, at 7:00 p.m., or as soon thereafter as the matter may be heard, with regard to an encroachment into the public right-of-way at the main entrance of the Roanoke Regional Airport.

P. 12

RECOMMENDED ACTION: Concur in the request.

- C-2 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 17, 2003, at 7:00 p.m., or as soon thereafter as the matter may be heard, with regard to a proposed conveyance of City-owned property on Municipal Road, N. E., identified as Official Tax No. 6640123.

P. 13

RECOMMENDED ACTION: Concur in the request.

REGULAR AGENDA

4. PUBLIC HEARINGS: NONE.

5. PETITIONS AND COMMUNICATIONS:

- a. A communication from the Honorable C. Nelson Harris, Chair, Personnel Committee, with regard to the position of Director of Real Estate Valuation. P. 14
- b. A request for endorsement by Council of a resolution recognizing the architectural and historic significance of the Fairacres property, 2713 Avenham Avenue, S. W. (The matter was continued at the February 18, 2003 meeting of Council.) P. 17;
R. 20
- c. A request of the Roanoke City Public Schools to present an update on the English Language Learners Program. Scott Meadows, Coordinator, Marketing and Community Engagement. (Sponsored by the City Manager.) P. 22

6. REPORTS OF OFFICERS:

- a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

- 1. A communication recommending authorization to file applications for Federal and State public assistance in connection with a local snow emergency commencing on February 15, 2003, and ending on February 17, 2003; and a local flooding emergency commencing on February 22, 2003. P. 24;
R. 25;
R. 28
- 2. A communication recommending encroachment of an existing awning at 216 Market Street, into the right-of-way of Market Street and Kirk Avenue. P. 31;
O. 36
- 3. A communication with regard to recycling of printer cartridges. P. 39;
R. 41

4. A communication recommending acceptance of a grant from the Virginia Department of Emergency Management to assist Virginia localities in response to weapons of mass destruction incidents. P. 43;
B/O 44;
R. 45;
R. 46
5. A communication with regard to workers' compensation supplemental pay inequities. P. 47;
R. 49
6. A communication recommending appropriation and transfer of funds in connection with traffic control plans for the Roanoke Civic Center and Stadium/Amphitheater events. P. 52;
B/O 53
7. A communication with regard to an emergency procurement for the purchase of salt to be used during the winter months. P. 55

b. CITY CLERK:

1. A report requesting that Council establish certain dates in connection with appointment of three Trustees to the Roanoke City School Board, for terms commencing July 1, 2003, and ending June 30, 2006. P. 56

c. DIRECTOR OF FINANCE:

1. Financial report for the month of January 2003. P. 58

7. REPORTS OF COMMITTEES:

- a. A report of the City Planning Commission recommending an amendment to C-3, Central Business District regulations to include veterinary clinics, without corrals and pens, as a special exception use. Robert B. Manetta, Chair. P. 77;
R. 79

8. UNFINISHED BUSINESS: NONE.

9. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS:

- a. A resolution appointing Allen D. Williams as a Director of the Industrial Development Authority of the City of Roanoke, to fill the unexpired term of Stark H. Jones, resigned, ending October 20, 2006.

R. 80

10. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor, Vice-Mayor and Members of City Council.
- b. Vacancies on certain authorities, boards, commissions and committees appointed by Council.

11. HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. MATTERS REQUIRING REFERRAL TO THE CITY MANAGER WILL BE REFERRED IMMEDIATELY FOR RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL.

12. CITY MANAGER COMMENTS:

CERTIFICATION OF CLOSED SESSION.

THE COUNCIL MEETING WILL BE DECLARED IN RECESS UNTIL FRIDAY, MARCH 7, 2003, AT 8:30 A.M., FOR THE COUNCIL'S FINANCIAL PLANNING SESSION TO BE HELD IN ROOM 159, NOEL C. TAYLOR MUNICIPAL BUILDING, 215 CHURCH AVENUE, S. W., CITY OF ROANOKE, VIRGINIA.

**MOTION AND CERTIFICATION
WITH RESPECT TO
CLOSED MEETING**

FORM OF MOTION:

I move, with respect to any Closed Meeting just concluded, that each member of City Council in attendance certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by the members of Council in attendance.

PLEASE NOTE:

1. The forgoing motion shall be made in open session at the conclusion of each Closed Meeting.
2. Roll call vote included in Council's minutes is required.
3. Any member who believes there was a departure from the requirements of subdivisions (1) and (2) of the motion shall state prior to the vote the substance of the departure that, in his or her judgement, has taken place. The statement shall be recorded in the minutes of City Council.



RALPH K. SMITH
Mayor

CITY OF ROANOKE
OFFICE OF THE MAYOR

215 CHURCH AVENUE, S.W., ROOM 452
ROANOKE, VIRGINIA 24011-1594
TELEPHONE: (540) 853-2444
FAX: (540) 853-1145

March 3, 2003

The Honorable Vice-Mayor and
Members of the Roanoke City Council
Roanoke, Virginia

Dear Members of Council:

I wish to request a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

Sincerely,

A handwritten signature in black ink, appearing to read "Ralph K. Smith", is written over a faint, larger version of the same signature.

Ralph K. Smith
Mayor

RKS:sm

Office of the Mayor

CITY OF  ROANOKE

Proclamation

WHEREAS, the American Red Cross was founded in 1881 by Clara Barton a woman devoted to the needs of humanity; and

WHEREAS, the Red Cross was chartered and authorized by Congress to act in times of need, providing compassionate assistance to people afflicted by personal, local or national disasters, while helping people prevent, prepare for, and respond to emergencies; and today, the mission of the American Red Cross is more relevant than ever as we confront a changing America, full of unique challenges and in a collaborative effort with the federal government and other members of the emergency planning community, the Roanoke Valley Red Cross and its partners are better able to serve the citizens of the Roanoke Valley; the heroic efforts of the first responders to the September 11, 2001, terrorist attacks became a source of strength for millions of people around the world; and

WHEREAS, last year, nearly 3,000 silent heroes helped their neighbors by supporting the efforts of the Roanoke Valley Red Cross chapter, and 17,000 citizens took the time to learn lifesaving skills and more than 45,000 volunteer donors made 80,000 blood donations; and

WHEREAS, the Roanoke Valley Red Cross is a leader in empowering people in the Roanoke area to be ready and prepared for the unexpected; more than 100 military families received direct assistance from the Roanoke Valley Red Cross and the organization is working harder than ever to reach out to local servicemen and women as a lifeline between them and their families; and

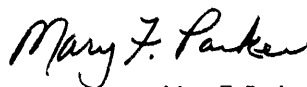
WHEREAS, compassion, courage, character and civic duty are inherent in the mission of the Red Cross to prevent and relieve human suffering; compassionate and caring people who wish to make a difference in the "Star City" and across the nation, at home and abroad, channel support through the American Red Cross.

NOW, THEREFORE, I, Ralph K. Smith, Mayor of the City of Roanoke, Virginia, call upon all citizens to become partners in preparedness with local Red Cross chapters and to become active participants in advancing the noble mission of the Red Cross and, do hereby proclaim the month of March, 2003, throughout this great All-America City, as

AMERICAN RED CROSS MONTH.


Given under our hands and the Seal of the City of Roanoke this third day of March in the year two thousand and three.

ATTEST:



Mary F. Parker
City Clerk




Ralph K. Smith
Mayor



**CITY OF ROANOKE
OFFICE OF THE CITY MANAGER**

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Encroachment into Public Right-of-Way –
Airport Sign -Tax No. 6640115

Pursuant to the requirements of the Virginia Code, the City of Roanoke is required to hold a public hearing on the proposed encroachment into public right-of-way. This is to request that a public hearing be advertised on the above matter for Council's regular meeting to be held on Monday, March 17, 2003. A full report will be included in the March 17, 2003, agenda material for your consideration.

Respectfully submitted,

A handwritten signature in cursive script, reading "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB/SEF

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Sarah E. Fitton, Engineering Coordinator



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
 215 Church Avenue, S.W., Room 364
 Roanoke, Virginia 24011-1591
 Telephone: (540) 853-2333
 Fax: (540) 853-1138
 CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor
 Honorable C. Nelson Harris, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable William H. Carder, Council Member
 Honorable M. Rupert Cutler, Council Member
 Honorable Alfred T. Dowe, Jr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: City-Owned Property on Municipal
 Road, N.E. - Tax No. 6640123

Pursuant to the requirements of the Virginia Code, the City of Roanoke is required to hold a public hearing on the proposed conveyance of property rights. This is to request that a public hearing be advertised on the above matter for Council's regular meeting to be held on Monday, March 17, 2003. A full report will be included in the March 17, 2003, agenda material for your consideration.

Respectfully submitted,

A handwritten signature in cursive script, reading "Darlene L. Burcham".

Darlene L. Burcham
 City Manager

DLB/SEF

c: Mary F. Parker, City Clerk
 William M. Hackworth, City Attorney
 Jesse A. Hall, Director of Finance
 Sarah E. Fitton, Engineering Coordinator



RALPH K. SMITH
Mayor

CITY OF ROANOKE

CITY COUNCIL

215 Church Avenue, S.W.
Noel C. Taylor Municipal Building, Room 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145

Council Members:
William D. Bestpitch
William H. Carder
M. Rupert Cutler
Alfred T. Dowe, Jr.
C. Nelson Harris
Linda F. Wyatt

March 3, 2003

The Honorable Mayor and Members
of the Roanoke City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

Regarding our previous discussions concerning the position of Director of Real Estate Valuation, please know in my capacity as Chairman of the Personnel Committee, I am requesting the following actions be taken.

First, Mr. Will Claytor has now made public by virtue of his letter to the Council dated February 19, 2003, his intention to retire effective July 30, 2003. Given Mr. Claytor's many years of outstanding service to the City Council and the City of Roanoke, I am asking the City Clerk per this communication to arrange an appropriate retirement function for Mr. Claytor and will work with her in this regard.

Second, per Council's request, I am asking our Director of Finance per this communication to provide a brief written summary, at his convenience, for the Council relative to his plans for integrating the real estate Valuation function into his office effective August 1, 2003. Please know that during our spring meeting of the Personnel Committee when we determine salary adjustments, I trust we will consider an appropriate increase for Mr. Hall related to his increased responsibilities in assuming this function.

Third, I am asking the City Attorney per this communication to prepare for Council's consideration the necessary action required for us to remove the Director of Real Estate Valuation position from being Council-appointed to be, effective August 1, 2003, under the Director of Finance.

The Honorable Mayor and Members
of the Roanoke City Council
February 26, 2003
Page 2

I will certainly keep you informed on these matters as we move forward. If you have any questions about what I have just outlined, please feel free to contact me. With best personal regards, I am

Sincerely,

A handwritten signature in black ink, appearing to read "C. Nelson Harris". The signature is fluid and cursive, with a long horizontal stroke at the end.

C. Nelson Harris, Chair
Personnel Committee

CNH:sm

cc: Darlene L. Burcham, City Manager
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Troy A. Harmon, Municipal Auditor
Mary F. Parker, City Clerk
Willard N. Claytor, Director of Real Estate Valuation

LAW OFFICES

**OSTERHOUDT, PRILLAMAN, NATT, HELSCHER,
YOST, MAXWELL & FERGUSON, PLC****Charles H. Osterhoudt**

Please reply to:

P. O. Box 20487

Roanoke, VA 24018

Phone: (540) 725-8185

Fax: (540) 772-0126

E-mail: costerhoudt@opnlaw.com

3912 ELECTRIC ROAD, S.W.

P. O. BOX 20487

ROANOKE, VIRGINIA 24018-0049

(540) 988-0000

FAX (540) 772-0126

SALEM, VIRGINIA 24153

P.O. Box 270

105 N. COLORADO STREET

(540) 380-2340

FAX (540) 380-9560

February 18, 2003

VIA FACSIMILE - 853-1140

Honorable Mayor and Members

Roanoke City Council

Attn: City Clerk

Dear Mayor and Members:

I write as attorney for the Roanoke Council of Garden Clubs, Inc., the owner of property located at 2713 Avenham Avenue, SW in the City of Roanoke, Virginia. This property is sometimes known as "Fairacres". The Council has learned, through a newspaper article, that an organization apparently known as "The Roanoke Valley Preservation Foundation" will ask Roanoke City Council today to recognize the historical significance of the described property.

If Council is to entertain consideration of such an action, the owner would ask that the matter be deferred and that it, as the owner, receive notice of when such a matter will be considered.

I am confident that City Council's sense of fair play and due process will insure that this matter will not be considered without better public notice.

Very truly yours,

**OSTERHOUDT, PRILLAMAN, NATT, HELSCHER,
YOST, MAXWELL & FERGUSON, PLC**
Charles H. Osterhoudt

CHO/dle

pc: Maureen Hurst



RALPH K. SMITH
Mayor

CITY OF ROANOKE

CITY COUNCIL

215 Church Avenue, S.W.
Noel C. Taylor Municipal Building, Room 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145

Council Members:
William D. Bestpitch
William H. Carder
M. Rupert Cutler
Alfred T. Dowe, Jr.
C. Nelson Harris
Linda F. Wyatt

February 18, 2003

The Honorable Mayor and Members
of the Roanoke City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

We jointly sponsor a request of the Roanoke Valley Preservation Foundation for endorsement by Council of a resolution recognizing the architectural and historic significance of the Fairacres property located at 2713 Avenham Avenue, S. W., at the regular meeting of City Council on Tuesday, February 18, 2003, at 2:00 p.m.

Sincerely,

A handwritten signature in black ink, reading "William D. Bestpitch".

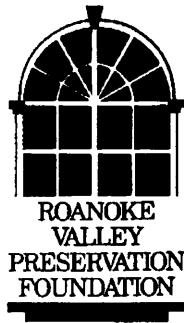
William D. Bestpitch
Council Member

A handwritten signature in black ink, reading "Bill Carder".

William H. Carder
Council Member

WDB:WHC:sm

pc: Darlene L. Burcham, City Manager



February 11, 2003

Ms. Mary F. Parker
Clerk
Roanoke City Council
215 Church Avenue, S.W.
Room 456
Roanoke, VA 24011

RE: Fairacres

Dear Ms. Parker:

The Roanoke Valley Preservation Foundation requests to be placed on the agenda of the Roanoke City Council meeting scheduled for 2:00 Tuesday, February 18, 2003 under "Petitions and Communications." We are requesting Council's endorsement of a resolution recognizing the architectural and historic significance of the Fairacres property at 2713 Avenham Avenue, S.W. in the City of Roanoke. Council members Bill Bestpitch and Bill Carder have agreed to endorse this request. I will forward a copy of the resolution tomorrow to be included in the Council packets. Thank you for your assistance.

Sincerely,

Alison S. Blanton

**A RESOLUTION PRESENTED BY THE ROANOKE VALLEY PRESERVATION
FOUNDATION IN RECOGNITION OF THE SIGNIFICANCE OF FAIRACRES**

To be presented to the Roanoke City Council on February 18, 2003

WHEREAS the Roanoke Valley Preservation Foundation was founded in 1985 as a valley-wide non-profit preservation organization for the purpose of promoting the preservation of the historic, natural, and cultural resources of the Roanoke Valley; and

WHEREAS the goals of the Foundation are to promote an awareness of and appreciation for our significant resources, encourage their protection, provide technical assistance to achieve their protection, and develop broad-based community support for their preservation; and

WHEREAS the property known as Fairacres at 2713 Averham Avenue, S.W. in the City of Roanoke was constructed in 1912 by William C. Stephenson, Sr., a founding citizen of the City and prominent business leader who promoted the development of Roanoke in the early 20th century; and

WHEREAS the Virginia Department of Historic Resources determined Fairacres eligible for listing on the Virginia Landmarks Register and the National Register of Historic Places in recognition of its significance in architecture, landscaping, and history as it relates to the Stephenson family and their role in the early development of Roanoke, and

WHEREAS the Foundation recognized Fairacres as a significant resource in the Roanoke Valley that was threatened with demolition by its inclusion in our 2002 Endangered Sites List;

WMH

IN THE COUNCIL FOR THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION recognizing the architectural and historic significance of the Fairacres property.

WHEREAS, the Roanoke Valley Preservation Foundation was founded in 1985 as a valley-wide non-profit preservation organization for the purpose of promoting the preservation of the historic, natural, and cultural resources of the Roanoke Valley;

WHEREAS, the goals of the Foundation are to promote an awareness of and appreciation for our significant resources, encourage their protection, provide technical assistance to achieve their protection, and develop broad-based community support for their preservation;

WHEREAS, the property known as Fairacres at 2713 Avenham Avenue, S.W., in the City of Roanoke was constructed in 1912 by William C. Stephenson, Sr., a founding citizen of the City and prominent business leader who promoted the development of Roanoke in the early 20th century;

WHEREAS, the Virginia Department of Historic Resources determined Fairacres to be eligible for listing on the Virginia Landmarks Register and the National Register of Historic Places in recognition of its significance in architecture, landscaping, and history as it relates to the Stephenson family and their role in the early development of Roanoke;

WHEREAS, the Foundation has recognized Fairacres as a significant resource in the Roanoke Valley, but threatened with demolition, by its inclusion in its 2002 Endangered Sites List; and

WHEREAS, Council desires to join the Foundation in recognizing the architectural and historic significance of the Fairacres property.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that Council hereby joins the Roanoke Valley Preservation Foundation in recognizing the architectural and historic significance of the Fairacres property.

ATTEST:

City Clerk.



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

The Honorable Mayor
and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

I would like to sponsor a request from Dr. E. Wayne Harris, Superintendent of City Schools, in which Scott Meadows, Coordinator of Marketing for the Schools, will brief on a school program at the regular meeting of City Council on Monday, March 3, 2003.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:sm

c: City Attorney
Director of Finance
City Clerk



CITY CLERK *03 FEB 20 AM 08:38

Roanoke
City Public Schools

Office of the Superintendent • P.O. Box 13145, Roanoke, Virginia 24031 • 540-853-2381

February 18, 2003

Ms. Mary F. Parker, Clerk
City of Roanoke
215 Church Avenue, SW, Room 456
Roanoke, Virginia 24011

Dear Ms. Parker:

Roanoke City Public Schools is appreciative of the opportunities we have had in the past to present instructional programs at City Council meetings. The superintendent would like to present an update regarding the division's English Language Learners Program at the afternoon session of the March 3, 2003, City Council meeting. Dr. Harris envisions the presentation to last 15 minutes.

Please call me at 853-1656 or e-mail me at smeadows@roanoke.k12.va.us if you have any questions or need additional information.

Sincerely,

Scott Meadows, Coordinator
Marketing and Community Engagement



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject: Emergency Declaration for Snow
and Flood Events CM03-00047

This is to request space on Council's regular agenda for a report on the above
referenced subject.

Respectfully submitted,

A handwritten signature in cursive script, reading "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:sm

c: City Attorney
City Clerk
Director of Finance

WMH
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION confirming the declaration of a local snow emergency; conferring emergency powers in the City Manager as Director of Emergency Management; authorizing the City Manager to make application for Federal and State public assistance to deal with such emergency; designating a fiscal agent and an agent for submission of financial information for the City; and calling upon the Federal and State governments for assistance.

WHEREAS, the Council of the City of Roanoke finds that the City has sustained a disaster because of a snow event which began at 7:00 p.m., February 15, 2003, and ended at 7:00 p.m., February 17, 2003, and which resulted in significant costs to the City in dealing with the effects of this disaster;

WHEREAS, pursuant to the provisions of §44-146.21, Code of Virginia, on February 25, the City Manager declared a local emergency commencing at 7:00 p.m. on February 15, 2003, and ending at 7:00 p.m., February 17, 2003, which Council must confirm at its next regularly scheduled meeting, or at a special meeting within fourteen days of such declaration; and

WHEREAS, a condition of extreme peril to life and property existed which necessitated the declaration of the existence of an emergency.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Council confirms that an emergency existed throughout the City commencing at 7:00 p.m., February 15, 2003, and ending at 7:00 p.m., February 17, 2003.

2. The Council hereby ratifies and confirms that, during the period of the emergency confirmed by this resolution, the City Manager, as Director of Emergency Management, possessed and held those powers, functions and duties prescribed by the Code of Virginia (1950), as amended, the City of Roanoke Charter of 1952, the Code of the City of Roanoke (1979), as amended, and the Emergency Operations Plan approved by this Council, in order to further the public health, safety and welfare, address the needs of the people of the City of Roanoke, and mitigate the effects of such emergency.

3. The City Manager is hereby authorized for and on behalf of the City to execute applications for Federal and State public assistance as is necessary and property to meet this emergency and to provide to Federal and State agencies for all matters relating to Federal and State disaster assistance the assurances and agreements required by the Federal Emergency Management Agency and other agencies of the State and Federal government.

4. Jesse A. Hall, the City's Director of Finance, is hereby designated as the City's fiscal agent to receive, deposit and account for Federal and State funds made available to the City to meet the emergency declared by this resolution, and is hereby designated as the City agent for executing and submitting appropriate documentation and information regarding Federal and State reimbursement for this emergency.

5. The Council calls upon the Federal and State governments to take steps to afford to the City of Roanoke and to the persons and business concerns and other organizations and agencies suffering injury and damage from this disaster such public aid and assistance as is necessary and proper to meet this emergency.

6. The City Clerk is directed to forward an attested copy of this resolution to the State Coordinator of Emergency Management.

ATTEST:

City Clerk.

WMT
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION confirming the declaration of a local flooding emergency; conferring emergency powers in the City Manager as Director of Emergency Management; authorizing the City Manager to make application for Federal and State public assistance to deal with such emergency; designating a fiscal agent and an agent for submission of financial information for the City; and calling upon the Federal and State governments for assistance.

WHEREAS, the Council of the City of Roanoke finds that the City has sustained a disaster because of flooding which began February 22, 2003, and which resulted in the loss of life, substantial property damage and significant costs to the City in dealing with the effects of this disaster;

WHEREAS, pursuant to the provisions of §44-146.21, Code of Virginia, on February 25, the City Manager declared a local emergency commencing on February 22, 2003, which Council must confirm at its next regularly scheduled meeting, or at a special meeting within fourteen days of such declaration; and

WHEREAS, a condition of extreme peril to life and property existed which necessitated the declaration of the existence of an emergency.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Council confirms that an emergency existed throughout the City commencing February 22, 2003.

2. The Council hereby ratifies and confirms that, during the period of the emergency confirmed by this resolution, the City Manager, as Director of Emergency Management, possessed and held those powers, functions and duties prescribed by the Code of Virginia (1950), as amended, the City of Roanoke Charter of 1952, the Code of the City of Roanoke (1979), as amended, and the Emergency Operations Plan approved by this Council, in order to further the public health, safety and welfare, address the needs of the people of the City of Roanoke, and mitigate the effects of such emergency.

3. The City Manager is hereby authorized for and on behalf of the City to execute applications for Federal and State public assistance as is necessary and property to meet this emergency and to provide to Federal and State agencies for all matters relating to Federal and State disaster assistance the assurances and agreements required by the Federal Emergency Management Agency and other agencies of the State and Federal government.

4. Jesse A. Hall, the City's Director of Finance, is hereby designated as the City's fiscal agent to receive, deposit and account for Federal and State funds

made available to the City to meet the emergency declared by this resolution, and is hereby designated as the City agent for executing and submitting appropriate documentation and information regarding Federal and State reimbursement for this emergency.

5. The Council calls upon the Federal and State governments to take steps to afford to the City of Roanoke and to the persons and business concerns and other organizations and agencies suffering injury and damage from this disaster such public aid and assistance as is necessary and proper to meet this emergency.

6. The City Clerk is directed to forward an attested copy of this resolution to the State Coordinator of Emergency Management.

ATTEST:

City Clerk.



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Encroachment into Public
Right-of-Way – Awning at 216
Market Street, SE -Tax No.
4010902

Shellco, LLC, owner of 216 Market Street, SE, located at the corner of Market Street and Kirk Avenue, has requested permission to retain awnings that encroach into the public rights-of-way of both Market Street and Kirk Avenue.

The revocable encroachments will extend approximately forty (40) inches into the right-of-way of Kirk Avenue and approximately forty-eight (48") inches into the right-of-way of Market Street, at a minimum height above the sidewalk of nine feet (9'). See Attachments #1 and #2. The right-of-way of Kirk Avenue at this location is approximately twenty-five (25') feet in width, and the right-of-way of Market Street at this location is approximately fifty (50') feet in width. Liability insurance and indemnification of City by the applicant shall be provided as specified in the attached exhibit, subject to approval of the City's Risk Manager. See Attachment #3.

Recommended Action(s):

Council adopt an ordinance, to be executed by the property owner, and recorded in the Clerk's office of the Circuit Court for the City of Roanoke, granting a revocable license to the property owner of 216 Market Street, to allow the awnings that encroach into the rights-of-way of both Market Street and Kirk Avenue to remain.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene L. Burcham".

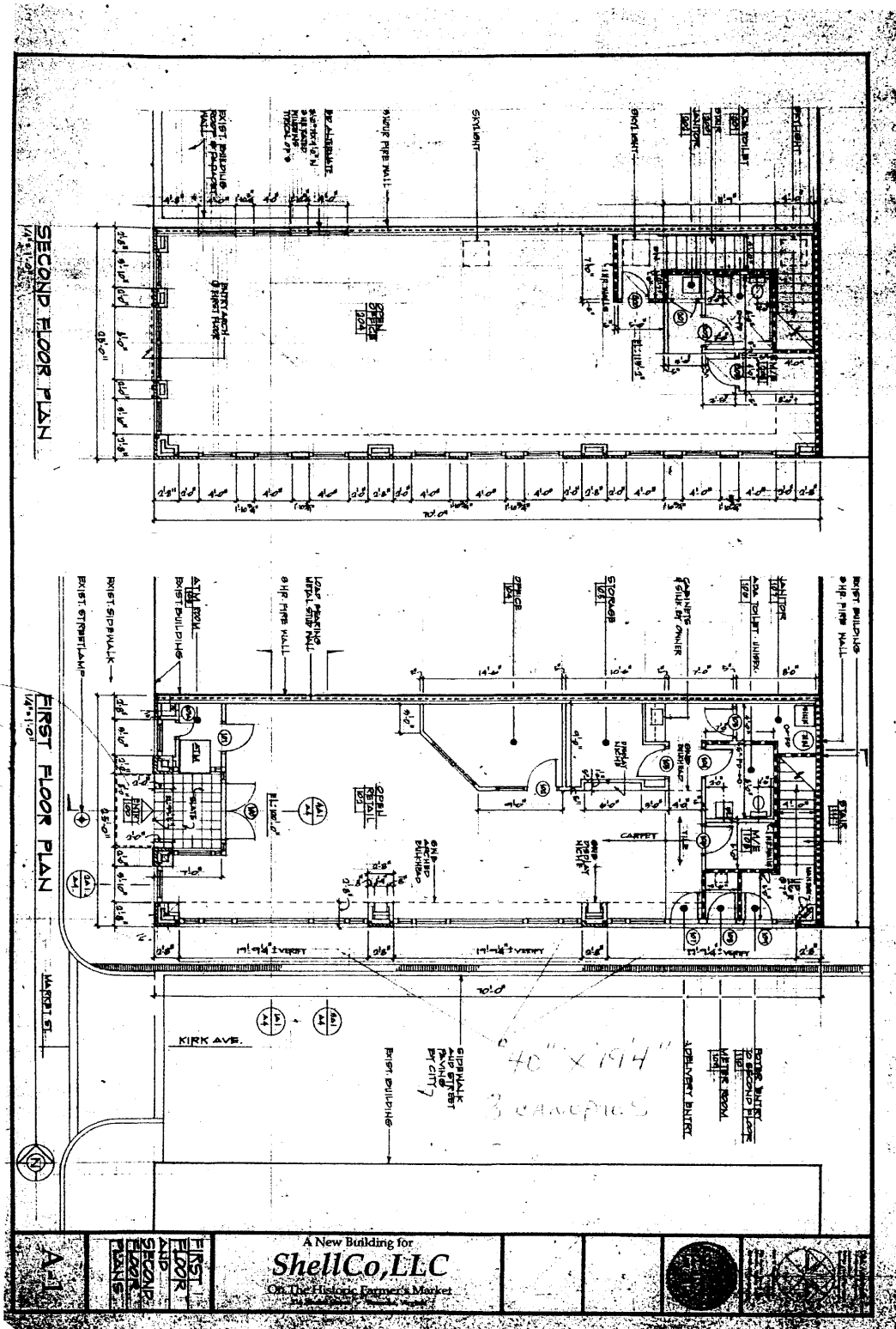
Darlene L. Burcham
City Manager

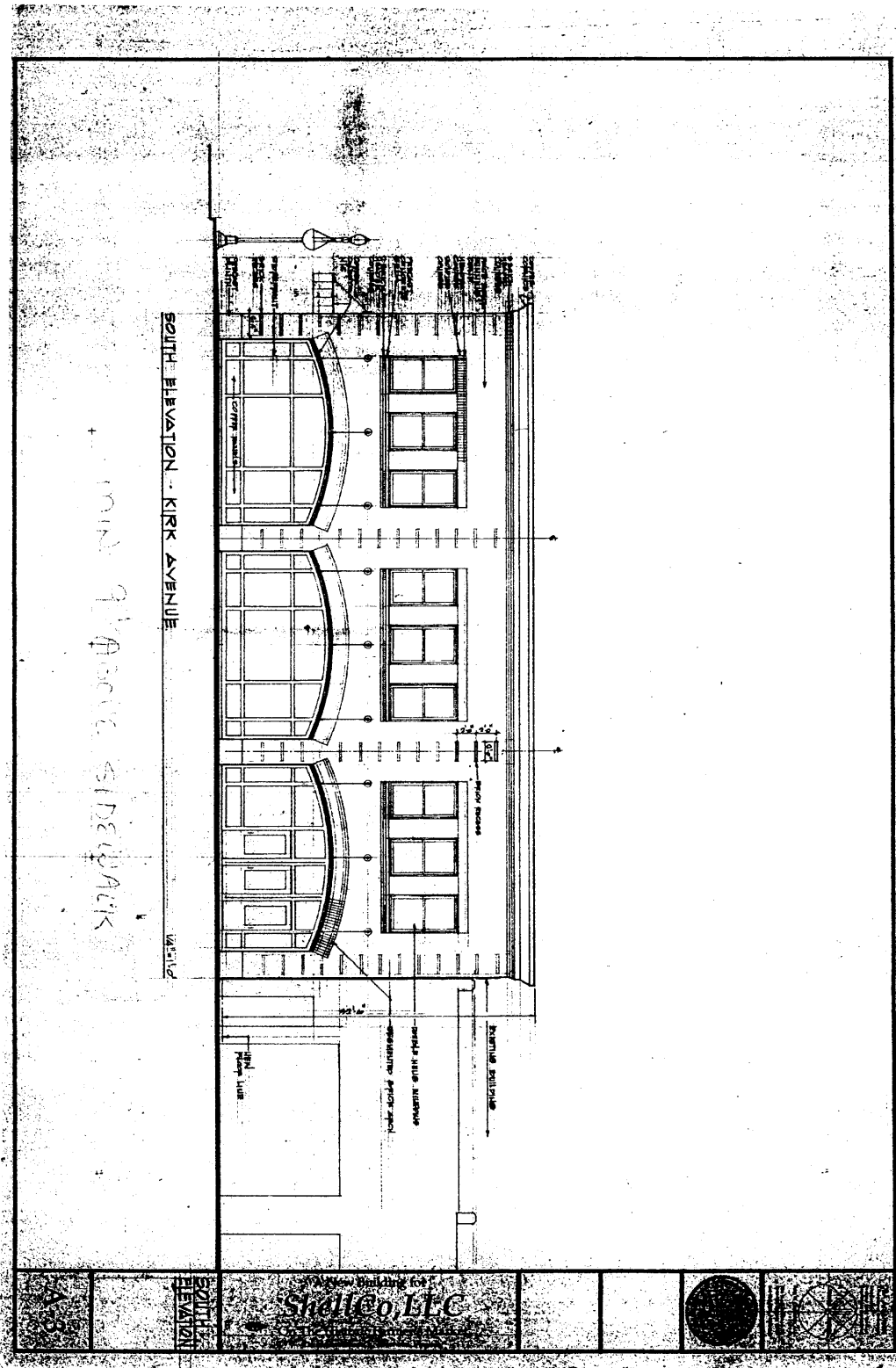
DLB/SEF

Attachments

c: William M. Hackworth, City Attorney
Mary F. Parker, City Clerk
Jesse A. Hall, Director of Finance
Sarah E. Fitton, Engineering Coordinator
Thomas V. Anderton, 215 Market Street, SE, Roanoke, VA

CM03-00033





**INSURANCE REQUIREMENTS
FOR ENCROACHMENTS IN RIGHT-OF-WAY
COMMERCIAL**

Owner shall obtain liability insurance coverage with respect to claims arising out of the subject matter of this agreement. The amount of such insurance shall not be less than:

- A. General Aggregate \$1,000,000**
- B. Products - Completed/Operations Aggregate \$1,000,000**
- C. Personal and Advertising Injury \$1,000,000**
- D. Each Occurrence \$1,000,000**
- E. Above amounts may be met by umbrella form coverage in a minimum amount of \$1,000,000 aggregate; \$1,000,000 each occurrence.**

Owner shall name the City, its officers, agents, employees, and volunteers as additional insured as its interests may appear on the above policy. Such coverage shall not be canceled or materially altered except after thirty (30) days prior written notice of such cancellation or material alteration to the Director of Utilities and Operations of the City of Roanoke.

Owner shall indemnify and save harmless the City of Roanoke, its officials, officers and employees, from all claims for injuries or damages to persons or property that may arise by reason of the encroachment over public right-of-way.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE granting a revocable license to permit the encroachment of an awning at a minimum height above the sidewalk of nine (9) feet, extending approximately forty (40) inches in the public right-of-way of Kirk Avenue and extending approximately forty-eight (48) inches in the public right-of-way of Market Street, S.E., from property bearing Official Tax No. 4010902, upon certain terms and conditions; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Permission is hereby granted the property owner, Shellco, L.L.C. ("Licensee") of the property bearing Official Tax No. 4010902, otherwise known as 216 Market St., S.E., within the City of Roanoke, to permit the encroachment of an awning extending approximately forty (40) inches in the public right-of-way of Kirk Avenue and extending approximately forty-eight (48) inches in the public right-of-way of Market Street, S.E., as more fully described in a letter to City Council dated March 3, 2003.
2. Such license, granted pursuant to §15.2-2010, Code of Virginia (1950), as amended, shall be revocable at the pleasure of the Council of the City of Roanoke and subject to all the limitations contained in §15.2-2010.
3. It shall be agreed by the Licensee that, in maintaining such encroachment, the Licensee and its grantees, assignees, or successors in interest shall agree to indemnify and save harmless the City of Roanoke, its officials, officers and employees from all claims for injuries or damages to persons or property that may arise by reason of the above-described encroachment in the public right-of-way.

4. The tenant of licensee, its grantors, assigns or successor in interest shall for the duration of this license maintain on file with the City Clerk's Office evidence of insurance coverage in the amounts not less than \$1,000,000.00. This insurance requirement may be met by either homeowner's insurance or commercial general liability insurance. The certificate of insurance must list the City of Roanoke, its officers, employees, agents and volunteers as additional insureds, and an endorsement by the insurance company naming the City as an additional insured must be received within thirty (30) days. The certificate shall state that such insurance may not be canceled or materially altered without thirty (30) days written advance notice of such cancellation or alteration being provided to the Risk Management Officer for the City of Roanoke.

5. The City Clerk shall transmit an attested copy of this ordinance to Shellco, L.L.C., 216 Market Street, S.E., Roanoke, Virginia 24011.

6. This ordinance shall be in full force and effect at such time as a copy, duly signed, sealed, and acknowledged by the Licensee, has been admitted to record, at the cost of the Licensee, in the Clerk's Office of the Circuit Court for the City of Roanoke and shall remain in effect only so long as a valid, current certificate evidencing the insurance required in Paragraph 4 above is on file in the Office of the City Clerk.

7. Pursuant to the provisions of §12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

ACCEPTED and EXECUTED by the undersigned this _____ day of _____,
_____.

Shellco, L.L.C.

By: _____
Its _____

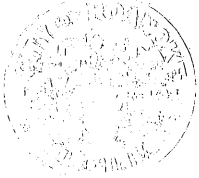
COMMONWEALTH OF VIRGINIA

§
§ To-Wit:
§

The foregoing instrument was acknowledged before me in my jurisdiction aforesaid this
_____ day of _____, _____, by _____, the _____
of Shellco, L.L.C.

My Commission expires: _____.

Notary Public



CITY OF ROANOKE OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Recycling of Printer
Cartridges

The City of Roanoke's Departmental Environmental Representatives Team is implementing a program to recycle used cartridges from the printers, fax machines and copiers owned by the City. Arrangements for recycling the cartridges have been coordinated with the Recycling Center located in Franklin, Tennessee. The Recycling Center has sent the City, free of charge, envelopes and boxes to ship used cartridges to their facility postage paid. In return, the Recycling Center will pay a small amount, between \$0.50 and \$5.00 per item depending upon the size and type, for the cartridges that are received. The Recycling Center has developed equipment that processes the cartridges and refills them for resale. These "remanufactured" cartridges are available under several brand names through most office supply companies.

While the Team members wish to implement the recycling program, receiving and handling checks for such small amounts will be cumbersome for the City. Therefore, the Team would like to designate these checks be sent to the Clean Valley Council as a contribution. The executive director and staff of the Clean Valley Council support this program and would gladly accept the contributions. The checks will be sent directly from the Recycling Center to the Clean Valley Council.

Total annual contributions to the Clean Valley Council are not expected to exceed \$500. The program will be evaluated by the Departmental Environmental Representatives Team annually to track its success. If the amount contributed is higher than expected, the Team will consider whether to include other organizations for this donation or to retain the funds for City operations.

Recommended Action:

Authorize the City Manager to approve the printer cartridge program as developed by the Departmental Environmental Representatives Team members and approve sending the payment for the recycled cartridges as contributions to the Clean Valley Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darlene Burcham", written in a cursive style.

Darlene L. Burcham
City Manager

DLB:mpc

C: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Paul J. Truntich, Environmental Administrator

CM03-00042

P.T.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION authorizing the City Manager to review and approve a Printer Cartridge Recycling Program that has been developed by the City of Roanoke's Departmental Environmental Representatives Team; authorizing the City Manager to provide for the assignment or designation of funds due to the City from the recycling entity that receives the printer cartridges be sent to the Clean Valley Council, Inc., as a contribution from the City, subject to certain conditions; and authorizing the City Manager to take such further action and to execute and provide such documents as may be necessary to implement this program.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

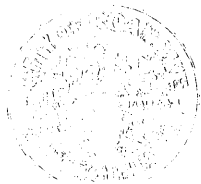
1. The City Manager is hereby authorized to review and approve the Printer Cartridge Recycling Program developed by the City of Roanoke's Departmental Environmental Representatives Team, as further explained in the City Manager's letter to Council dated March 3, 2003, and to make any changes and/or modifications to such program as the City Manager deems appropriate.

2. The City Manager is authorized to provide for the assignment and/or designation of any checks or amounts due the City from the recycling entity that receives the printer cartridges so that such amount may be sent directly to the Clean Valley Council, Inc., as a contribution, subject to the periodic review of the program by the City Manager to determine if the funds being generated by this program reach an amount higher than currently expected, which is \$500 annually. If the expected amount is exceeded, the City Manager may consider recommendations from the City of Roanoke's Departmental Environmental Representatives Team regarding other organizations that may be provided a portion of the amounts generated by the program, or determine if the funds generated should be retained by the City.

3. The City Manager is also authorized to take such further action and to execute and provide such documents as may be necessary to implement and/or modify the provisions of the Printer Cartridge Recycling Program referred to in the City Manager's letter to Council dated March 3, 2003, including any necessary actions or documents relating to the program or the designation and distribution of funds generated by such program.

ATTEST:

City Clerk.



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject: Commonwealth of Virginia
Department of Emergency
Management Grant CM03-0043

This is to request space on Council's regular agenda for a report on the above referenced subject.

Respectfully submitted,

A handwritten signature in black ink, which appears to read "Darlene L. Burcham". The signature is fluid and cursive.

Darlene L. Burcham
City Manager

DLB:sm

c: City Attorney
City Clerk
Director of Finance

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to amend and reordain certain sections of the 2002-2003 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that certain sections of the 2002-2003 Grant Fund Appropriations, be, and the same are hereby, amended and reordained to read as follows, in part:

Appropriations

Public Safety	\$ 2,860,616
VDEM (1-4).....	71,453

Revenues

Public Safety	\$ 2,860,616
VDEM (5-8).....	71,453

1) VDEM 1999	(035-640-3500-3500)	\$ 3,778
2) VDEM 2000	(035-640-3500-3501)	11,001
3) VDEM 2001	(035-640-3500-3502)	11,269
4) VDEM 2002	(035-640-3500-3503)	45,405
5) State Grant Receipts 1999	(035-640-3500-3500)	3,778
6) State Grant Receipts 2000	(035-640-3500-3501)	11,001
7) State Grant Receipts 2001	(035-640-3500-3502)	11,269
8) State Grant Receipts 2002	(035-640-3500-3503)	45,405

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the acceptance of the Commonwealth of Virginia Department of Emergency Management Grant by the U.S. Department of Justice Equipment Grant Program and authorizing the execution of any required documentation on behalf of the City.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. The City of Roanoke does hereby accept the offer made to the City by the Commonwealth of Virginia Department of Emergency Management in the amount of \$71,453.10, such grant being more particularly described in the letter of the City Manager, dated March 3, 2003, upon all the terms, provisions, and conditions relating to the receipt of such funds.

2. The City Manager and the City Clerk, are hereby authorized to execute, seal and attest, respectively, the grant agreement and all necessary documents required to accept this grant, including any documents providing for indemnification from the City that may be required for the City's acceptance of this grant, all such documents to be approved by the City Attorney.

3. The City Manager is further directed to furnish such additional information as may be required by the Commonwealth of Virginia Department of Emergency Management in connection with the City's acceptance of this grant.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION designating the City of Roanoke's agent for the purposes of the National Domestic Preparedness Office Grant Program(s) administered by the Commonwealth of Virginia.

BE IT RESOLVED BY the Council of the City of Roanoke, Virginia as follows:

1. That Darlene L. Burcham, the City Manager, is hereby authorized to execute for and in behalf of the City of Roanoke, a public entity established under the laws of the Commonwealth of Virginia, this application and to file it in the appropriate State Office for the purpose of obtaining certain Federal financial assistance under the OJP, National Domestic Preparedness Office Grant Program(s); and

2. That, the City of Roanoke, a public entity established under the laws of the Commonwealth of Virginia, hereby authorizes its agent to provide to the Commonwealth and to the Office of Justice Programs (OJP) for all matters pertaining to such Federal financial assistance any and all information pertaining to these Grants as may be requested.

Passed and approved this _____ day of _____, 2003.

ATTEST:

City Clerk.

I, Mary F. Parker, duly appointed and City Clerk of the City of Roanoke, do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the Council for the City of Roanoke, Virginia, on the _____ day of _____, 2003.

Date: _____

Mary F. Parker, City Clerk

SEAL



CITY OF ROANOKE OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Workers' Compensation
Supplemental Pay Inequities

Background:

Council adopted Resolution No. 4748 on February 28, 1936, which granted pay benefits to only certain City employees who were absent from employment on account of personal injuries received in the line of duty for up to sixty (60) days. On February 7, 2000, Council repealed Resolution No. 4748 and adopted Resolution No. 34671-020700 which granted pay benefits to all full-time City employees who are absent from employment on account of personal injuries received in the line of duty for up to six (6) months. An unanticipated result of this resolution occurs when an employee is injured on the job, receives conservative medical treatment, but is later required to undergo surgery as part of the medical care. In these rare cases, the employee may not benefit from the full period of supplemental pay.

Considerations:

These inequities can be addressed by repealing Resolution Nos. 4748 and 34671-020700 and adopting a new resolution which authorizes the City Manager to approve supplemental pay for any full-time City employee who receives a bodily injury arising out of and in the course of his or her employment with the City of Roanoke, and who as a result of such injury receives temporary disability

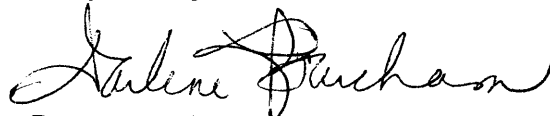
benefits pursuant to the Workers' Compensation Act. In general, the City Manager may authorize supplemental pay under such circumstances during only the first twenty-six (26) weeks after the date of injury, and such supplemental pay may continue until either the end of the twenty-six (26) week period, or until such employee is able to return to duty, whichever occurs first. If an employee, after having received supplemental pay during the twenty-six (26) week period, and after returning to full or modified duty with the City of Roanoke, becomes once again unable to perform full or modified duty with the City of Roanoke during the twenty-six (26) week period as a result of such injury, the City Manager may authorize supplemental pay while the employee is absent from work until the end of the twenty-six (26) week period, or until the employee is able to return to duty, whichever occurs first. However, the above notwithstanding, if at any time an employee is unable to return to full or modified duty with the City of Roanoke due to surgery necessitated by the injury, the City Manager may authorize supplemental pay upon the employee's absence from work, and this supplemental pay may continue until the employee is otherwise no longer eligible to receive supplemental pay pursuant to this measure.

The amount of supplemental pay authorized by this measure shall be an amount equal to the difference between the employee's regular base pay with the City of Roanoke and any temporary disability benefits paid to the employee pursuant to the Workers' Compensation Act. In no case shall any employee receive supplemental pay authorized by this measure for a total period of time greater than twenty-six (26) weeks for any single injury.

Recommended Action:

Repeal Resolution Nos. 4748 and 34671-020700 and adopt a new resolution, retroactive to February 7, 2000.

Respectfully submitted,



Darlene L. Burcham
City Manager

DLB:gaa

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance

CM03-0031

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION extending certain pay benefits to full-time City employees who incur injuries arising out of and in the course of their employment; and repealing Resolution No. 4748, adopted February 28, 1936, and Resolution No. 34671-020700, adopted February 7, 2000.

WHEREAS, Resolution No. 4748, adopted February 28, 1936, granted pay benefits to only certain City employees who were absent from employment on account of personal injuries received in the line of duty for up to sixty (60) days;

WHEREAS, Resolution No. 34671-020700, adopted February 7, 2000, repealed Resolution No. 4748, adopted February 28, 1936, and granted pay benefits to all full-time City employees who are absent from employment on account of personal injuries received in the line of duty for up to six (6) months;

WHEREAS, City Council wishes to correct certain inequities which may arise, and which have arisen, under Resolution No. 34671-020700, adopted February 7, 2000, and to make such corrections effective February 7, 2000; and

WHEREAS, City Council wishes to repeal Resolution Nos. 4748, adopted February 28, 1936, and 34671-020700, adopted February 7, 2000.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that:

1. The City Manager is authorized to approve supplemental pay for any full-time City employee who receives a bodily injury arising out of and in the course of his or her

employment with the City of Roanoke, and who as a result of such injury receives temporary disability benefits pursuant to the Workers' Compensation Act. In general, the City Manager may authorize supplemental pay under such circumstances during only the first twenty-six (26) weeks after the date of injury, and such supplemental pay may continue until either the end of the twenty-six (26) week period, or until such employee is able to return to duty, whichever occurs first. If an employee, after having received supplemental pay during the aforesaid twenty-six (26) week period, and after returning to full or modified duty with the City of Roanoke, becomes once again unable to perform full or modified duty with the City of Roanoke during the twenty-six (26) week period as a result of such injury, the City Manager may authorize supplemental pay while the employee is absent from work until the end of the twenty-six (26) week period, or until the employee is able to return to duty, whichever occurs first. However, the above notwithstanding, if at any time an employee is unable to return to full or modified duty with the City of Roanoke due to surgery necessitated by the injury, the City Manager may authorize supplemental pay upon the employee's absence from work and such supplemental pay may continue until the employee is otherwise no longer eligible to receive supplemental pay pursuant to this measure.

2. The amount of supplemental pay authorized by this measure shall be an amount equal to the difference between the employee's regular base pay with the City of Roanoke and any temporary disability benefits paid to the employee pursuant to the Workers' Compensation Act.

3. In no case shall any employee receive supplemental pay authorized by this measure for a total period of time greater than twenty-six (26) weeks for any single injury.

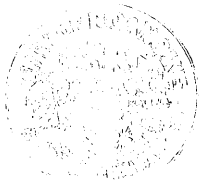
4. Upon the expiration of eligibility for supplemental pay authorized by this measure, or upon the termination of an employee's employment with the City of Roanoke, workers' compensation benefits shall be paid as required by the Workers' Compensation Act.

5. The provisions of this measure shall apply to any employee who sustained a bodily injury arising out of and in the course of his or her employment with the City of Roanoke on or after February 7, 2000.

6. Resolution No. 4748, adopted February 28, 1936, and Resolution No. 34671-020700, adopted February 7, 2000, are hereby repealed.

ATTEST:

City Clerk.



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject: Appropriation of Funds for Event
Traffic Management CM03-0036

This is to request space on Council's regular agenda for a report on the above referenced subject.

Respectfully submitted,

A handwritten signature in cursive script, reading "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:sm

c: City Attorney
City Clerk
Director of Finance

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to amend and reordain certain sections of the 2002-2003 General and Capital Projects Funds Appropriations and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that certain sections of the 2002-2003 General and Capital Projects Funds Appropriations be, and the same are hereby, amended and reordained to read as follows, in part:

General Fund

Appropriations

Public Works	\$	24,794,179
Transportation - Street Paving (1)		2,388,715
Nondepartmental	\$	75,683,183
Transfers to Other Funds (2)		72,837,965

Revenues

Grants-in-Aid Commonwealth	\$	46,009,506
Other Categorical Aid (3)		16,394,630

Capital Projects Fund

Appropriations

Traffic Engineering	\$	5,610,630
Event Traffic Management (4)		370,579

Revenues

Nonoperating	\$	2,890,338
Transfer from General Fund (5)		2,848,398

1) Fees for Professional Services	(001-530-4120-2010)	\$ (48,468)
2) Transfer to Capital Projects Fund	(001-250-9310-9508)	370,579
3) Street Maintenance	(001-110-1234-0650)	322,111
4) Appropriated from General Revenue	(008-530-9814-9003)	370,579
5) Transfer from General Fund	(008-110-1234-1037)	370,579

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



**CITY OF ROANOKE
OFFICE OF THE CITY MANAGER**

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

March 3, 2003

Honorable Ralph K. Smith, Mayor, and Members of City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

Subject: Emergency Procurement of Salt
CM03-0046

This is to request space on Council's regular agenda for a report on the above referenced subject.

Respectfully submitted,

A handwritten signature in cursive script, reading "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:sm

c: City Attorney
City Clerk
Director of Finance



MARY F. PARKER, CMC
City Clerk

CITY OF ROANOKE OFFICE OF CITY CLERK

215 Church Avenue, S.W., Room 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145
E-mail: clerk@ci.roanoke.va.us

STEPHANIE M. MOON
Deputy City Clerk

SHEILA N. HARTMAN
Assistant City Clerk

March 3, 2003

The Honorable Mayor and Members
of the Roanoke City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

On June 30, 2003, the three-year terms of office of F. B. Webster Day, Marsha W. Ellison and Gloria P. Manns as Trustees of the Roanoke City School Board will expire. Ms. Ellison is ineligible to serve another term inasmuch as she has served three consecutive three year terms of office.

Pursuant to Chapter 9, Education, of the Code of the City of Roanoke (1979), as amended, establishing a procedure for the election of School Trustees, Council must hold certain meetings and take certain actions during the months of March, April and May to conform with the selection process. Therefore, the concurrence of Council in establishing the following dates is requested:


- (1) On Monday, March 17, 2003, at 2:00 p.m., or as soon thereafter as the matter may be heard, Council as a Committee of the Whole, will review and consider all candidates for the position of School Trustee. At such meeting, Council shall review all applications filed for the position and Council may elect to interview candidates for such positions.
- (2) On Monday, April 7, 2003, at 2:00 p.m., or as soon thereafter as the matter may be heard, Council will, by public vote, select from the field of candidates, those candidates to be accorded the formal interview and all other candidates will be eliminated from the School Trustee selection process. The number of candidates to be granted the interview shall not exceed three times the number of positions available on the Roanoke City School Board, should there be so many candidates.

The Honorable Mayor and Members
of the Roanoke City Council
March 3, 2003
Page 2

- (3) On Monday, April 21, 2003, at 7:00 p.m., or as soon thereafter as the matter may be heard, Council will hold a public hearing to receive the views of citizens.
- (4) On Thursday, April 24, 2003, at 4:30 p.m., Council will hold a meeting for the purpose of conducting a public interview of candidates for the position of School Trustee.
- (5) On Monday, May 5, 2003, at 2:00 p.m., or as soon thereafter as the matter may be heard, Council will hold an election to fill the three vacancies, for terms commencing July 1, 2003, and ending June 30, 2006.

Your concurrence in the above-referenced dates will be appreciated in order that applicants may be advised of the proposed schedule.

Sincerely,


for Mary F. Parker, CMC
City Clerk

MFP:sm



CITY OF ROANOKE DEPARTMENT OF FINANCE

215 Church Avenue, S.W., Room 461
P.O. Box 1220
Roanoke, Virginia 24006-1220
Telephone: (540) 853-2821
Fax: (540) 853-6142

JAMES D. GRISSO
Director of Finance

JESSE A. HALL
Deputy Director

March 3, 2003

The Honorable Ralph K. Smith, Mayor
The Honorable C. Nelson Harris, Vice Mayor
The Honorable William D. Bestpitch, Council Member
The Honorable William H. Carder, Council Member
The Honorable M. Rupert Cutler, Council Member
The Honorable Alfred T. Dowe, Jr., Council Member
The Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

SUBJECT: January Financial Report

This financial report covers the first seven months of the 2002-2003 fiscal year. The following narrative discusses revenues and expenditures to date.

REVENUE

General fund revenues are up 4.47% compared to the same period last year. Variances in specific categories of revenues are as follows:

General Property Taxes increased 5.78% or \$1,492,000. Real estate taxes, which were due October 5, increased 4.98%, and achieved 51.47% of the estimate. Increased property values resulting from the annual reassessment program and new construction contributed to the growth in this category. These increases were partially offset by a 14% decrease in public service corporation taxes, due in part to a decrease in real estate assessments of public service corporation tax, as well as an increase in the number of refunds in FY03. Penalties and interest on delinquent taxes have also declined.

Other Local Taxes increased 5.36% or \$1,166,000. Electric utility consumer tax, based on usage, increased due to a timing difference in collections and the warmer than normal summer weather. Sales tax revenues were down 1.5% from the prior year at January 31st, however, inclusive of the mid-February collection, representing December retail sales activity, collections have increased by 1.1% on a year-to-date basis. Cellular phone tax revenue has increased due to efforts to ensure service providers correctly remit revenues to the proper jurisdictions. A 1.5% rate increase in the admissions tax effective July 1, 2002 has resulted in an increase in current year collections for this revenue source. These increases have been partially offset by a decrease in telecommunications right of way use fees which are calculated annually by the Virginia Department of Transportation which reduced the rate by \$.03 per access line effective July 1, 2002. The telephone utility consumer tax also decreased, as many consumers are using cellular telephones and prepaid phone cards which negatively impacts both telecommunications right of way use fees and telephone utility consumer tax.

Permits, Fees and Licenses declined 16.26% or \$95,000. Permit valuations for commercial projects during the first seven months of the current fiscal year were lower than the same period in the prior year, having a negative impact on building, plumbing and heating inspection fees. In addition, the number of building permits issued for commercial and

residential projects has declined. Elevator inspection has been privatized with the majority of fees paid directly to a third party, causing a decline in elevator inspection revenues. There was also an expenditure decline related to this privatization effort.

Fines and Forfeitures increased 25.60% or \$149,000. Parking ticket revenue increased almost \$120,000 over the prior year largely as a result of an increase in the number of citations issued by the civilian parking enforcement division. An increase in the late payment penalty for parking tickets effective July 1, 2002 has also generated additional parking ticket revenue. General District Court fines were up due to an increased caseload, much of which was related to the increased number of parking tickets.

Grants-in-Aid Commonwealth increased 2.54% or \$546,000 due to timing differences in the collection of various revenue from the state. Removing the effect of these timing differences, revenue in this category declined 1% or \$216,000. Reimbursement from the Compensation Board for shared expenses of the constitutional officers, jail block grant revenue, funding received under House Bill 599 for law enforcement and funding received under the Virginia Juvenile Community Crime Control Act decreased from the prior year. An increase in Comprehensive Services Act funding partially offsets these declines.

Charges for Services increased 10.43% or \$237,000. Several new fees were authorized by the 2002 General Assembly and were effective July 1, 2002, including a courthouse security fee, an inmate processing fee and a DNA sampling fee. Circuit Court Clerk fees were up due to an increase in the number and value of deeds recorded. An increased caseload and an increase in the value of estates filed contributed to growth in Circuit Court Clerk fees, while a new fee structure for bulk garbage collection generated additional revenue. While overall revenue in this category is up from the prior year due to the creation of new fees and increases to several existing ones, several of these fees are under performing their estimates.

Miscellaneous Revenue decreased 51.05% or \$115,000. In the prior year, funding was transferred from the Parking Fund to partially support the subsidy provided to the Greater Roanoke Transit Company (GRTC). However, this subsidy is being funded by the General Fund in the current year. Additionally, surplus property sales proceeds have decreased from the prior year.

EXPENDITURES AND ENCUMBRANCES

General fund expenditures and encumbrances have decreased 0.90% or \$1,112,000 compared to FY02. Variances in individual expenditure categories are discussed as follows:

Public Works expenditures decreased 6.03% or \$947,000. Expenditures of the Solid Waste Management Division were down significantly due to lower overtime and contract labor charges. The purchase of eight new vehicles in the current year has eliminated the need to rent equipment, while tipping fees paid to the Roanoke Valley Resource Authority declined due to increased recycling efforts. Paving program expenditures are down in the current year but should be comparable to the prior year as paving projects proceed in the spring. Park amenities such as trash cans, benches, tables and bleachers totaling approximately \$130,000 were purchased in the prior year.

Parks, Recreation and Cultural expenditures decreased 7.72% or \$236,000. Personal services costs of the Recreation department decreased as several positions have been vacant during the year, a project assistant position was eliminated and pool facilities hours were shortened. In addition, pool supplies, a scoreboard and miscellaneous furnishings and appliances for the fitness centers were purchased in the prior year.

Honorable Mayor and Members of Council

March 3, 2003

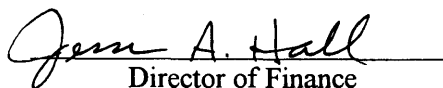
Page 3

Community Development expenditures increased 10.04% or \$306,000 due to an increase in Housing and Neighborhood Services costs. A reorganization in September 2001 resulted in new positions being added to handle changes in the code enforcement area. Additionally, internal service charges for Technology and Fleet increased in the current year, corresponding to the increase in personnel.

Transfer to Debt Service Fund increased 34.64% or \$3,898,000. The current fiscal year was the first to include debt service payments for the Series 2002A General Obligation Bonds, as well as a larger principal payment on the Series 1997B Bonds. The prior fiscal year included the final principal and interest payments for the Series 1992 Refunding Bonds, partially offsetting these increases.

Nondepartmental expenditures decreased 46.31% or \$4,684,000. In the prior fiscal year, essentially all transfers to the Capital Projects Fund were made at the beginning of the year. To be consistent with other General Fund budgeted transfers, a portion of these transfers were made mid-year and the remaining are planned for the end of the year in FY03. The change is also reflective of a decrease in the amount to be transferred to the Capital Projects Fund and decreases in CMERP funding transferred to the Capital Projects and Department of Technology Funds in the current year.

I would be pleased to answer questions City Council may have regarding the monthly financial statements.


Director of Finance

JAH/tht
Attachments

**CITY OF ROANOKE, VIRGINIA
SUMMARY OF CITY MANAGER TRANSFERS
AND AVAILABLE CONTINGENCY
JANUARY 31, 2003**

<u>Transfer Number</u>	<u>Date</u>	<u>Explanation</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
<u>General Fund:</u>					
CMT-1368	09/03/02	The Art Project Feasibility Study	Contingency*	Memberships and Affiliations	\$ 37,500
CMT-649	09/26/02	American Flag Inventory	Police Patrol	Transportation-Engineering and Operations	5,100
CMT-651	11/12/02	Terrorism Conference	Fire-Support	Environmental Services and Emergency Management	1,195
CMT-653	11/11/02	Terrorism Conference	Police Training	Environmental Services and Emergency Management	669
CMT-657	12/02/02	Reorganization of Neighborhood Partnership	Planning, Building and Development	Neighborhood Partnership	13,659
CMT-663	12/04/02	Parking Lot Paving at Mountain View Recreation Center	Police Patrol	Parks	11,900
CMT-659	12/06/02	Victory Stadium Parking Lot Grading	Parks and Recreation Administration	Transportation-Streets and Traffic	3,900
CMT-1403	12/18/02	Temporary Wages	Crisis Intervention	Youth Haven	3,800
CMT-667	01/10/03	Legal Fees	Police Patrol	Economic Development	21,591
CMT-677	01/14/03	Fees For Professional Services	Contingency*	City Attorney	30,000
CMT-675	01/15/03	Shredder	Police Patrol	Commissioner of the Revenue	1,344
Total General Fund					<u>\$ 130,658</u>
<u>Capital Projects Fund:</u>					
CMT-646	09/20/02	Century Square Project	Special Park Project Grants	Sister City Century Square Upgrade	\$ 145
CMT-646	09/20/02	Century Square Project	Roanoke River Center Phase I	Sister City Century Square Upgrade	3,855
CMT-1385	10/31/02	Final Household Hazardous Waste Collection Day	Capital Improvement Reserve	Environmental Issues-PWSC	5,000
CMT-1385	10/31/02	Final Household Hazardous Waste Collection Day	Capital Improvement Reserve	Settlement State DEQ-PWSC	60,000
CMT-665	01/06/03	Environmental Cleanup	Smith Park Riparian	Environmental Issues-PWSC	22,992
Total Capital Projects Fund					<u>\$ 91,992</u>
<u>Available Contingency</u>					
Balance of Contingency at July 1, 2002					\$ 476,300
*Contingency Transfers From Above					(67,500)
Contingency Appropriations Through Budget Ordinances:					
BO 36022	08/19/02	Drug Prosecutor Local Match	Contingency	Transfer to Grant Fund	(9,381)
BO 36154	12/16/02	Virginia Exile Grant Unused Local Match	Transfer to Grant Fund	Contingency	13,643
Available Contingency at January 31, 2003					<u>\$ 413,062</u>

**CITY OF ROANOKE, VIRGINIA
GENERAL FUND**

STATEMENT OF REVENUE

Revenue Source	Year to Date for the Period			Current Fiscal Year	
	July 1 - Jan 31 2001-2002	July 1 - Jan 31 2002-2003	Percentage of Change	Revised Revenue Estimates	Percent of Revenue Estimate Received
General Property Taxes	\$ 25,807,914	\$ 27,300,092	5.78 %	\$ 78,340,707	34.85%
Other Local Taxes	21,761,056	22,927,167	5.36 %	59,301,164	38.66%
Permits, Fees and Licenses	583,774	488,828	-16.26 %	1,030,694	47.43%
Fines and Forfeitures	582,543	731,667	25.60 %	1,116,350	65.54%
Revenue from Use of Money and Property	568,059	617,321	8.67 %	1,082,729	57.02%
Grants-in-Aid Commonwealth	21,470,634	22,017,047	2.54 %	45,687,395	48.19%
Grants-in-Aid Federal Government	17,179	17,179	0.00 %	34,300	50.08%
Charges for Services	2,270,831	2,507,728	10.43 %	4,353,761	57.60%
Miscellaneous Revenue	224,735	110,014	-51.05 %	315,045	34.92%
Internal Services	1,339,695	1,245,390	-7.04 %	2,302,219	54.10%
Total	\$ 74,626,420	\$ 77,962,433	4.47 %	\$ 193,564,364	40.28%

STATEMENT OF EXPENDITURES AND ENCUMBRANCES

Expenditures	Year to Date for the Period			Current Fiscal Year		
	July 1 - Jan 31 2001-2002	July 1 - Jan 31 2002-2003	Percentage of Change	Unencumbered Balance	Revised Appropriations	Percent of Budget Obligated
General Government	\$ 7,037,560	\$ 6,738,219	-4.25 %	\$ 4,914,118	\$ 11,652,337	57.83%
Judicial Administration	3,427,355	3,618,791	5.59 %	2,674,615	6,293,406	57.50%
Public Safety	27,814,403	27,029,075	-2.82 %	19,422,211	46,451,286	58.19%
Public Works	15,703,866	14,757,147	-6.03 %	10,226,338	24,983,485	59.07%
Health and Welfare	14,606,853	14,934,656	2.24 %	12,514,097	27,448,753	54.41%
Parks, Recreation and Cultural	3,055,554	2,819,749	-7.72 %	1,986,380	4,806,129	58.67%
Community Development	3,045,661	3,351,330	10.04 %	2,173,044	5,524,374	60.66%
Transfer to Debt Service Fund	11,251,628	15,149,128	34.64 %	1,697,914	16,847,042	89.92%
Transfer to School Fund	26,826,140	27,943,246	4.16 %	19,465,310	47,408,556	58.94%
Nondepartmental	10,113,789	5,429,788	-46.31 %	5,486,380	10,916,168	49.74%
Total	\$ 122,882,809	\$ 121,771,129	-0.90 %	\$ 80,560,407	\$ 202,331,536	60.18%

Note:

Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
SCHOOL FUND STATEMENT OF REVENUE**

Revenue Source	Year to Date for the Period			Current Fiscal Year	
	July 1 - Jan 31 2001-2002	July 1 - Jan 31 2002-2003	Percentage of Change	Revised Revenue Estimates	Percent of Revenue Estimate Received
State Sales Tax	\$ 3,575,120	\$ 3,450,836	-3.48 %	\$ 9,226,504	37.40 %
Grants-in-Aid Commonwealth	21,560,247	22,375,335	3.78 %	43,236,695	51.75 %
Grants-in-Aid Federal Government	46,754	38,066	-18.58 %	115,298	33.02 %
Charges for Services	402,480	1,141,506	183.62 %	2,127,968	53.64 %
Transfer from General Fund	26,826,140	27,943,246	4.16 %	47,408,556	58.94 %
Special Purpose Grants	4,955,949	4,945,681	-0.21 %	7,977,223	NA
Total	\$ 57,366,690	\$ 59,894,670	4.41 %	\$ 110,092,244	54.40 %

SCHOOL FUND STATEMENT OF EXPENDITURES AND ENCUMBRANCES

Expenditures	Year to Date for the Period			Current Fiscal Year		
	July 1 - Jan 31 2001-2002	July 1 - Jan 31 2002-2003	Percentage of Change	Unencumbered Balance	Revised Appropriations	Percent of Budget Obligated
Instruction	\$ 39,283,677	\$ 40,669,019	3.53 %	\$ 35,237,491	\$ 75,906,510	53.58 %
General Support	1,951,506	2,089,538	7.07 %	1,944,434	4,033,972	51.80 %
Transportation	2,045,389	2,231,201	9.08 %	1,787,017	4,018,218	55.53 %
Operation and Maintenance of Plant	5,464,005	5,971,735	9.29 %	4,969,678	10,941,413	54.58 %
Facilities	1,422,327	1,465,011	3.00 %	623,555	2,088,566	70.14 %
Other Uses of Funds	5,815,529	6,273,072	7.87 %	796,647	7,069,719	88.73 %
Special Purpose Grants	8,675,230	7,977,223	-8.05 %	-	7,977,223	NA
Total	\$ 64,657,663	\$ 66,676,799	3.12 %	\$ 45,358,822	\$ 112,035,621	59.51 %

Note:

Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
SCHOOL FOOD SERVICES FUND STATEMENT OF REVENUE**

Revenue Source	Year to Date for the Period			Current Fiscal Year	
	July 1 - Jan 31 2001-2002	July 1 - Jan 31 2002-2003	Percentage of Change	Revised Revenue Estimates	Percent of Revenue Estimate Received
Grants-in-Aid Commonwealth	\$ 84,483	\$ 85,171	0.81 %	\$ 84,464	100.84 %
Grants-in-Aid Federal Government	1,348,980	1,405,676	4.20 %	2,747,730	51.16 %
Charges for Services	797,716	726,717	-8.90 %	1,689,923	43.00 %
Total	\$ 2,231,179	\$ 2,217,564	-0.61 %	\$ 4,522,117	49.04 %

SCHOOL FOOD SERVICES FUND STATEMENT OF EXPENDITURES AND ENCUMBRANCES

Expenditures	Year to Date for the Period			Current Fiscal Year		
	July 1 - Jan 31 2001-2002	July 1 - Jan 31 2002-2003	Percentage of Change	Unencumbered Balance	Revised Appropriations	Percent of Budget Obligated
Food Services	\$ 2,478,228	\$ 2,260,784	-8.77 %	\$ 2,264,707	\$ 4,525,491	49.96 %
Facilities	-	24,092	100.00 %	25,315	49,407	48.76 %
Total	\$ 2,478,228	\$ 2,284,876	-7.80 %	\$ 2,290,022	\$ 4,574,898	49.94 %

**CITY OF ROANOKE, VIRGINIA
CAPITAL PROJECTS FUND
STATEMENT OF EXPENDITURES, ENCUMBRANCES, AND
UNENCUMBERED APPROPRIATIONS SUMMARY AS OF JANUARY 31, 2003**

	Budget	Expenditures To Date	Unexpended Balance	Outstanding Encumbrances	Unobligated Balance
General Government	\$ 10,547,632	\$ 8,970,393	\$ 1,577,239	\$ 307,619	\$ 1,269,620
Flood Reduction	18,622,109	7,591,352	11,030,757	222,457	10,808,300
Economic Development	25,185,051	15,847,492	9,337,559	91,333	9,246,226
Community Development	6,924,402	4,888,721	2,035,681	645,573	1,390,108
Public Safety	8,234,803	6,935,146	1,299,657	14,100	1,285,557
Recreation	25,570,198	4,819,140	20,751,058	1,510,948	19,240,110
Streets and Bridges	21,632,625	17,220,429	4,412,196	1,207,990	3,204,206
Storm Drains	3,198,831	2,223,082	975,749	447,230	528,519
Traffic Engineering	4,545,767	4,248,638	297,129	175,775	121,354
Capital Improvement Reserve	5,879,440	-	5,879,440	-	5,879,440
Total	\$ 130,340,858	\$ 72,744,393	\$ 57,596,465	\$ 4,623,025	\$ 52,973,440

**CITY OF ROANOKE, VIRGINIA
SCHOOL CAPITAL PROJECTS FUND
STATEMENT OF EXPENDITURES, ENCUMBRANCES, AND
UNENCUMBERED APPROPRIATIONS SUMMARY AS OF JANUARY 31, 2003**

	Budget	Expenditures To Date	Unexpended Balance	Outstanding Encumbrances	Unobligated Balance
Elementary Schools Renovation	\$ 18,287,351	\$ 5,705,597	\$ 12,581,754	\$ 10,743,999	\$ 1,837,755
Middle Schools Renovation	983,188	957,952	25,236	-	25,236
High Schools Renovation	277,679	277,526	153	153	-
Transportation Facility Renovation	1,000,000	48,384	951,616	39,366	912,250
Interest Expense	262,929	232,615	30,314	-	30,314
Capital Improvement Reserve	356,271	-	356,271	-	356,271
Total	\$ 21,167,418	\$ 7,222,074	\$ 13,945,344	\$ 10,783,518	\$ 3,161,826

**CITY OF ROANOKE, VIRGINIA
CAPITAL PROJECTS FUND
COMPARATIVE STATEMENT OF REVENUES
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
Interest Revenue:		
Interest on Bond Proceeds	\$ 627,932	\$ 332,911
Interest on SunTrust Lease	451	10,769
Interest on Idle Working Capital	185,698	313,622
Total Interest Revenue	<u>814,081</u>	<u>657,302</u>
Multi Year Revenues:		
Intergovernmental Revenue:		
Federal Government:		
FEMA - Regional Mitigation Project	-	19,223
Commonwealth:		
Passenger Station Improvement - ISTE A	279,790	-
VDES - Garden City Mitigation Project	-	10,143
Mill Mountain Greenway - ISTE A	152,679	-
Virginia Transportation Museum - ISTE A	357,791	16,176
Railside Linear Walk - ISTE A	298,564	-
Total Intergovernmental Revenue	<u>1,088,824</u>	<u>45,542</u>
Revenue from Third Parties:		
Advance Stores Governor's Opportunity Fund Agreement	170,000	-
First Union Job Grant Repayment	31,200	44,400
Trigon Insurance - Land Sale	-	100
Times-World Corporation - Land Sale	-	3,100
Mill Mountain Greenway - Fralin Trust Donation	20,000	-
Total Revenue from Third Parties	<u>221,200</u>	<u>47,600</u>
Other Revenue:		
Transfers from General Fund	1,662,843	5,147,517
Transfers from Water Fund	-	375,000
Total Other Revenue	<u>1,662,843</u>	<u>5,522,517</u>
Total	<u><u>\$ 3,786,948</u></u>	<u><u>\$ 6,272,961</u></u>

**CITY OF ROANOKE, VIRGINIA
WATER FUND
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Commercial Sales	\$ 2,494,658	\$ 2,463,288
Domestic Sales	1,925,091	1,825,082
Industrial Sales	337,024	407,336
Town of Vinton	15,675	16,819
City of Salem	20,627	15,119
County of Botetourt	134,369	119,148
County of Bedford	17,655	10,503
Customer Services	200,577	409,359
Charges for Services	<u>1,689,613</u>	<u>1,662,898</u>
Total Operating Revenues	<u>6,835,289</u>	<u>6,929,552</u>
Operating Expenses		
Personal Services	2,560,176	2,548,388
Operating Expenses	3,327,625	2,715,157
Purchased Water - Roanoke County	1,564,633	-
Purchased Water - City of Salem	589,419	-
Depreciation	<u>980,362</u>	<u>984,287</u>
Total Operating Expenses	<u>9,022,215</u>	<u>6,247,832</u>
Operating Income (Loss)	<u>(2,186,926)</u>	<u>681,720</u>
Nonoperating Revenues (Expenses)		
Interest on Investments	59,527	123,522
Rent	70,700	43,437
Miscellaneous Revenue	36,957	41,111
Transfer to Department of Technology Fund	(41,146)	-
Sale of Land	-	375,000
Interest and Fiscal Charges	<u>(580,516)</u>	<u>(603,021)</u>
Net Nonoperating Expenses	<u>(454,478)</u>	<u>(19,951)</u>
Net Income (Loss)	<u><u>\$ (2,641,404)</u></u>	<u><u>\$ 661,769</u></u>

Note: Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
WATER POLLUTION CONTROL FUND
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Sewage Charges - City	\$ 3,405,117	\$ 3,721,180
Sewage Charges - Roanoke County	686,768	374,187
Sewage Charges - Vinton	131,804	107,372
Sewage Charges - Salem	549,862	402,834
Sewage Charges - Botetourt County	108,493	72,147
Customer Services	147,279	143,613
Interfund Services	<u>85,478</u>	<u>91,127</u>
Total Operating Revenues	<u>5,114,801</u>	<u>4,912,460</u>
Operating Expenses		
Personal Services	1,253,163	1,288,377
Operating Expenses	2,942,410	3,701,950
Depreciation	<u>1,103,879</u>	<u>1,008,065</u>
Total Operating Expenses	<u>5,299,452</u>	<u>5,998,392</u>
Operating Loss	<u>(184,651)</u>	<u>(1,085,932)</u>
Nonoperating Revenues (Expenses)		
Interest on Investments	89,786	116,286
Miscellaneous Revenue	321	91
Capital Contributions - Other Jurisdictions	97,832	834,870
Transfer to Department of Technology Fund	(27,248)	-
Interest and Fiscal Charges	<u>(433,936)</u>	<u>(443,086)</u>
Net Nonoperating Revenues (Expenses)	<u>(273,245)</u>	<u>508,161</u>
Net Loss	<u><u>\$ (457,896)</u></u>	<u><u>\$ (577,771)</u></u>

Note: Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
CIVIC CENTER FUND
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Rentals	\$ 156,390	\$ 202,699
Event Expenses	77,586	90,875
Display Advertising	6,000	75,200
Admissions Tax	110,078	55,222
Electrical Fees	6,710	12,920
Novelty Fees	45,668	7,129
Facility Surcharge	45,760	72,197
Charge Card Fees	3,964	21,049
Commissions	44,908	3,165
Catering/Concessions	461,240	474,494
Other	8,715	8,867
Total Operating Revenues	<u>967,019</u>	<u>1,023,817</u>
Operating Expenses		
Personal Services	1,104,708	1,100,872
Operating Expenses	1,207,519	1,011,551
Depreciation	364,447	291,746
Total Operating Expenses	<u>2,676,674</u>	<u>2,404,169</u>
Operating Loss	<u>(1,709,655)</u>	<u>(1,380,352)</u>
Nonoperating Revenues		
Interest on Investments	17,740	13,078
Transfer from General Fund	726,843	726,843
Transfer from Capital Projects Fund	-	385,000
Transfer to Debt Service Fund	(50,546)	-
Transfer to Department of Technology Fund	(47,754)	-
Loss on Disposal of Fixed Assets	(12,815)	-
Miscellaneous	8,436	1,228
Total Nonoperating Revenues	<u>641,904</u>	<u>1,126,149</u>
Net Loss	<u><u>\$ (1,067,751)</u></u>	<u><u>\$ (254,203)</u></u>

**CITY OF ROANOKE, VIRGINIA
PARKING FUND
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Century Station Parking Garage	\$ 216,005	\$ 224,837
Williamson Road Parking Garage	223,937	256,589
Market Square Parking Garage	135,490	128,508
Church Avenue Parking Garage	273,696	268,022
Tower Parking Garage	230,586	213,197
Gainsboro Parking Garage	24,366	1,008
Williamson Road Surface Lots	43,389	43,263
Norfolk Avenue Surface Lot	33,511	22,199
Gainsboro Surface Lot	19,953	17,091
Other Surface Lots	26,591	-
	<u>1,227,524</u>	<u>1,174,714</u>
Total Operating Revenues		
Operating Expenses		
Operating Expenses	635,660	471,084
Depreciation	325,879	347,039
	<u>961,539</u>	<u>818,123</u>
Total Operating Expenses		
Operating Income	<u>265,985</u>	<u>356,591</u>
Nonoperating Revenues (Expenses)		
Interest on Investments	6,816	8,209
Transfer from General Fund	115,000	32,000
Transfer to General Fund	-	(104,918)
Interest and Fiscal Charges	(342,889)	(289,988)
Miscellaneous	-	1,327
	<u>(221,073)</u>	<u>(353,370)</u>
Net Nonoperating Expenses		
Net Income	<u><u>\$ 44,912</u></u>	<u><u>\$ 3,221</u></u>

**CITY OF ROANOKE, VIRGINIA
MARKET BUILDING FUND
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	<u>FY 2003</u>
Operating Revenues	
Retail Space Rental	<u>\$ 20,669</u>
Total Operating Revenues	<u>20,669</u>
Operating Expenses	
Depreciation	<u>633</u>
Total Operating Expenses	<u>633</u>
Operating Income	<u>20,036</u>
Nonoperating Revenues	
Interest on Investments	216
Transfer From Capital Projects Fund	295,000
Transfer of Capital Assets	<u>289,220</u>
Net Nonoperating Revenues	<u>584,436</u>
Net Income	<u><u>\$ 604,472</u></u>

**CITY OF ROANOKE, VIRGINIA
HOTEL ROANOKE CONFERENCE CENTER COMMISSION
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Expenses		
Salaries and Fringe Benefits	\$ 28,978	\$ 27,251
Fees for Professional Services	36,864	41,035
Administrative Expenses	<u>2,172</u>	<u>36,206</u>
Total Operating Expenses	<u>68,014</u>	<u>104,492</u>
Nonoperating Revenues (Expenses)		
Contributions from City of Roanoke	93,750	131,250
Contributions from Virginia Tech	93,750	131,250
Construction Repairs	-	(48,042)
Interest on Investments	<u>41,528</u>	<u>71,823</u>
Net Nonoperating Revenues	<u>229,028</u>	<u>286,281</u>
Net Income Before Depreciation	161,014	181,789
Depreciation Expense	<u>(298,221)</u>	<u>(265,178)</u>
Net Loss	<u>\$ (137,207)</u>	<u>\$ (83,389)</u>

Note: Financial information represents activity of the Commission as accounted for in the City's financial records.

**CITY OF ROANOKE, VIRGINIA
INTERNAL SERVICE FUNDS
COMPARATIVE INCOME STATEMENT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2003**

	Department of Technology	Fleet Management	Risk Management	TOTALS	
				FY 2003	FY 2002
Operating Revenues					
Charges for Services	\$ 2,404,377	\$ 2,892,731	\$ 6,232,510	\$ 11,529,618	\$ 10,165,973
Total Operating Revenues	<u>2,404,377</u>	<u>2,892,731</u>	<u>6,232,510</u>	<u>11,529,618</u>	<u>10,165,973</u>
Operating Expenses					
Personal Services	1,305,713	751,873	89,258	2,146,844	2,180,946
Operating Expenses	722,968	1,019,249	6,933,541	8,675,758	7,486,948
Depreciation	424,343	1,215,341	-	1,639,684	1,464,639
Total Operating Expenses	<u>2,453,024</u>	<u>2,986,463</u>	<u>7,022,799</u>	<u>12,462,286</u>	<u>11,132,533</u>
Operating Loss	<u>(48,647)</u>	<u>(93,732)</u>	<u>(790,289)</u>	<u>(932,668)</u>	<u>(966,560)</u>
Nonoperating Revenues (Expenses)					
Interest Revenue	53,583	12,431	117,345	183,359	308,923
Interest Expense	(5,056)	(45,299)	-	(50,355)	(39,274)
Transfers From General Fund	629,229	817,338	250,000	1,696,567	3,275,886
Transfer From Water Fund	41,146	-	-	41,146	-
Transfer From Water Pollution Control Fund	27,248	-	-	27,248	-
Transfer From Civic Center Fund	47,754	-	-	47,754	-
Loss on Disposal of Fixed Assets	-	-	-	-	(44,034)
Other Revenue	-	-	-	-	10,183
Net Nonoperating Revenues	<u>793,904</u>	<u>784,470</u>	<u>367,345</u>	<u>1,945,719</u>	<u>3,511,684</u>
Net Income (Loss)	<u>\$ 745,257</u>	<u>\$ 690,738</u>	<u>\$ (422,944)</u>	<u>\$ 1,013,051</u>	<u>\$ 2,545,124</u>

Note: Prior year financial statements have been restated to conform to current year presentation.

CITY OF ROANOKE, VIRGINIA
CITY TREASURER'S OFFICE
GENERAL STATEMENT OF ACCOUNTABILITY
FOR THE MONTH ENDED JANUARY 31, 2003

TO THE DIRECTOR OF FINANCE:

GENERAL STATEMENT OF ACCOUNTABILITY OF THE CITY TREASURER OF THE CITY OF ROANOKE, VIRGINIA FOR THE FUNDS OF SAID CITY FOR THE MONTH ENDED JANUARY 31, 2003.

FUND	BALANCE AT DEC 31, 2002	RECEIPTS	DISBURSEMENTS	BALANCE AT JAN 31, 2003	BALANCE AT JAN 31, 2002
GENERAL	(\$8,289,510.93)	\$11,470,792.32	\$17,014,816.30	(\$13,833,534.91)	(\$12,148,294.41)
WATER	5,378,982.33	28,794.98	1,544,602.95	3,863,174.36	6,426,866.93
WATER POLLUTION CONTROL	9,669,919.21	1,712,591.90	2,939,071.43	8,443,439.68	6,697,669.88
CIVIC FACILITIES	2,041,616.75	397,533.48	873,876.76	1,565,273.47	1,003,886.01
PARKING	276,838.96	201,837.66	248,764.82	229,911.80	330,817.62
CAPITAL PROJECTS	57,982,671.00	393,565.56	1,399,403.99	56,976,832.57	28,037,240.69
MARKET BUILDING OPERATIONS	0.00	316,468.58	0.00	316,468.58	0.00
CONFERENCE CENTER	3,817,954.27	2,708.02	4,440.39	3,816,221.90	4,092,732.65
RKE VALLEY DETENTION COMM	0.00	0.00	0.00	0.00	2,471,233.72
DEBT SERVICE	13,906,626.02	542,500.55	3,578,396.98	10,870,729.59	10,571,224.09
DEPT OF TECHNOLOGY	5,549,777.54	239,269.91	309,711.97	5,479,335.48	6,072,040.77
MATERIALS CONTROL	0.00	0.00	0.00	0.00	278,106.44
FLEET MANAGEMENT	1,169,065.65	963,868.32	453,485.31	1,679,448.66	1,185,031.68
PAYROLL	(16,069,636.66)	18,102,749.44	13,694,011.71	(11,660,898.93)	(15,424,778.14)
RISK MANAGEMENT	11,747,268.47	301,094.61	872,353.53	11,176,009.55	12,224,068.62
PENSION	906,372.90	1,374,208.58	1,666,708.51	613,872.97	(268,933.12)
SCHOOL FUND	8,558,043.63	6,269,853.58	5,721,066.35	9,106,830.86	7,487,500.59
SCHOOL CAPITAL PROJECTS	8,765,457.84	4,743.89	40,116.44	8,730,085.29	2,439,071.80
SCHOOL FOOD SERVICE	(4,795.09)	474,762.38	54,836.47	415,130.82	107,531.62
FDETC	85,576.73	75,283.28	86,246.41	74,613.60	185,804.07
GRANT	1,471,627.00	477,446.92	629,007.72	1,320,066.20	940,815.92
TOTAL	\$106,963,855.62	\$43,350,073.96	\$51,130,918.04	\$99,183,011.54	\$62,709,637.43

CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE STATEMENT OF MY ACCOUNTABILITY TO THE CITY OF ROANOKE, VIRGINIA, FOR THE FUNDS OF THE VARIOUS ACCOUNTS THEREOF FOR THE MONTH ENDED JANUARY 31, 2003.
THAT SAID FOREGOING:

CASH:

CASH IN HAND \$6,903.65
CASH IN BANK 3,383,879.18

INVESTMENTS ACQUIRED FROM COMPETITIVE PROPOSALS:

COMMERCIAL HIGH PERFORMANCE MONEY MARKET 8,463,381.50
LOCAL GOVERNMENT INVESTMENT POOL 19,210,589.37
MONEY MANAGEMENT ACCOUNT 10,337,726.75
REPURCHASE AGREEMENTS 5,000,000.00
U. S. AGENCIES 8,400,000.00
VIRGINIA AIM PROGRAM (U. S. SECURITIES) 44,380,531.09
TOTAL \$99,183,011.54

DATE: FEBRUARY 13, 2003


DAVID C. ANDERSON, TREASURER

**CITY OF ROANOKE PENSION PLAN
STATEMENT OF CHANGES IN PLAN NET ASSETS
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
<u>Additions:</u>		
Employer Contributions	\$ 2,344,776	\$ 2,240,628
Investment Income		
Net Appreciation (Depreciation) in Fair Value of Investments	(22,677,941)	(8,517,987)
Interest and Dividend Income	1,353,721	2,045,380
Total Investment Income (Loss)	(21,324,220)	(6,472,607)
Less Investment Expense	116,798	28,282
Net Investment Income (Loss)	(21,441,018)	(6,500,889)
Total Additions (Deductions)	<u>\$ (19,096,242)</u>	<u>\$ (4,260,261)</u>
 <u>Deductions</u>		
Benefits Paid to Participants	\$ 9,609,365	\$ 8,571,603
Administrative Expenses	283,065	278,000
Total Deductions	<u>9,892,430</u>	<u>8,849,603</u>
Net Increase (Decrease)	(28,988,672)	(13,109,864)
 Net Assets Held in Trust for Pension Benefits:		
Fund Balance, July 1	289,534,315	326,337,980
Fund Balance, January 31	<u><u>\$260,545,643</u></u>	<u><u>\$313,228,116</u></u>

**CITY OF ROANOKE PENSION PLAN
BALANCE SHEET
JANUARY 31, 2003**

	<u>FY 2003</u>	<u>FY 2002</u>
<u>Assets</u>		
Cash	\$ 613,652	\$ 1,692,611
Investments, at Fair Value	261,330,230	312,790,602
Due from Other Funds	1,590	1,590
Other Assets	<u>5,785</u>	<u>5,434</u>
Total Assets	<u>\$ 261,951,257</u>	<u>\$ 314,490,237</u>
 <u>Liabilities and Fund Balance</u>		
Liabilities:		
Due to Other Funds	\$ 1,405,202	\$ 1,260,855
Accounts Payable	<u>412</u>	<u>1,266</u>
Total Liabilities	<u>1,405,614</u>	<u>1,262,121</u>
Fund Balance:		
Fund Balance, July 1	289,534,315	326,337,980
Net Gain (Loss) - Year to Date	<u>(28,988,672)</u>	<u>(13,109,864)</u>
Total Fund Balance	<u>260,545,643</u>	<u>313,228,116</u>
Total Liabilities and Fund Balance	<u>\$ 261,951,257</u>	<u>\$ 314,490,237</u>



CITY OF ROANOKE
PLANNING BUILDING AND DEVELOPMENT

215 Church Avenue, S.W., Room 166

Roanoke, Virginia 24011

Telephone: (540) 853-1730 Fax: (540) 853-1230

E-mail: planning@ci.roanoke.va.us

Architectural Review Board
 Board of Zoning Appeals
 Planning Commission

March 3, 2003

Honorable Ralph K. Smith, Mayor
 Honorable C. Nelson Harris, Vice Mayor
 Honorable William H. Carder, Council Member
 Honorable M. Rupert Cutler, Council Member
 Honorable Alfred T. Dowe, Jr., Council Member
 Honorable William D. Bestpitch, Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:


Subject: Request from The Angels of Assisi
 requesting an amendment to the C-3,
 Central Business District

On February 20, 2003, the City Planning Commission considered the referral by City Council regarding a request to initiate an amendment to the Zoning Ordinance to provide for the establishment of veterinary clinics, by special exception, in the C-3, Central Business District, subject to approval by the Board of Zoning Appeals. The Commission's Ordinance and Names Committee met prior to the Commission's meeting on the 20th to discuss the matter.

Mr. Norm Mason, President of the Board of Directors for The Angels of Assisi discussed the reasons for the request, advising that he had a contract to purchase a building at 415 Campbell Avenue, S.W. Mr. Mason said that the building on Campbell Avenue fit the needs of his organization and was well located for a vet clinic. Mr. Brian Townsend, Director of Planning Building and Development, presented background information on the request and noted the concern that an amendment of the C-3 zoning district would apply to all properties in the district, including the core of downtown, not just the property that Mr. Mason had purchased.

Upon consideration of the background information provided, the Planning Commission, by a vote of 4-2 (Messrs. Campbell, Manetta, Rife and Williams voting in favor, Messrs. Butler and Chrisman voting against and Mr. Hill absent), recommends a petition to amend the C-3, Central Business District regulations to include veterinary clinics, without corrals and pens, as a special exception use, be initiated.

Respectfully submitted,

A handwritten signature in black ink that reads "Robert B. Manetta" with a small number "7" written below the final "a".

Robert B. Manetta, Chairman
City Planning Commission

RBT:mpf

cc: Darlene L. Burcham, City Manager
Rolanda Russell, Assistant City Manager for Community Development
William M. Hackworth, City Attorney
Steven J. Talevi, Assistant City Attorney

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

551
2/27/03

A RESOLUTION authorizing the City Manager to file a petition, seeking an amendment of §36.1-228, Special exception uses, of the Code of the City of Roanoke (1979), as amended, to provide for the establishment of veterinary clinics as a special exception use in the C-3, Central Business District, of the City of Roanoke.

WHEREAS, §15.2-2286(7), of the Code of Virginia (1950), as amended, provides, inter alia, that whenever the public necessity, convenience, general welfare and good zoning practices require, the governing body of a locality may, by resolution, initiate an amendment to the zoning regulations of the locality; and

WHEREAS, the City Council for the City of Roanoke hereby finds that the public necessity, convenience, general welfare and good zoning practices require consideration of an amendment to the zoning regulations of the City of Roanoke, permitting veterinary clinics as a special exception use in the C-3, Central Business District, of the City of Roanoke.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that the City Manager is hereby authorized to file a petition, seeking an amendment of §36.1-228, Special exception uses, of the Code of the City of Roanoke (1979), as amended, to provide for the establishment of veterinary clinics as a special exception use in the C-3, Central Business District, of the City of Roanoke.

ATTEST:

City Clerk.

WJH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION appointing Allen D. Williams as a Director on the Board of Directors of the Industrial Development Authority of the City of Roanoke, to fill the unexpired term of Stark H. Jones, ending October 20, 2006.

WHEREAS, the Council is advised that Stark H. Jones, a Director of the Industrial Development Authority of the City of Roanoke, Virginia, will be unable to complete his term of office, which expires October 20, 2006;

WHEREAS, §15.2-4904, Code of Virginia (1950), as amended, provides that appointments made by the governing body of such Directors shall, after initial appointment, be made for terms of four (4) years, except appointments to fill vacancies which shall be for the unexpired terms; and

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that Allen D. Williams is hereby appointed as a Director on the Board of Directors of the Industrial Development Authority of the City of Roanoke, Virginia, to fill the unexpired term of Stark H. Jones, which term expires October 20, 2006.

ATTEST:

City Clerk.